

Property Maintenance Hearing Boards

Informal & Formal

The Village of Newtown adopted the International Property Maintenance Code (IPMC) in May of 2005. Chief Synan, when as a Lieutenant of the Police Department, developed the two “hearing boards” with the concern of having an impartial body involved, the “Informal & Formal Boards.” These boards are an independent group of volunteers in the community that would be the “middle men,” so to speak, in reviewing alleged violations to the property maintenance code by the Property Maintenance Inspector. The boards are made up of individuals from the community that expressed an interest to serve.

The function the “Informal Board” is to review the evidence or facts presented to it by the Property Maintenance Inspector and determine whether there are indeed violations to the Property Maintenance Code. Upon the informal boards decision a “Notice of Violation” is sent to the property owner citing the code violated along with a reasonable time frame to comply. Property owners are advised of their right to appeal and are given 20 days to do so. Should the board find violations did not occur then the issue is ended, no notices sent.

The function of the “Formal Board” is to review the same information as presented to the ‘informal board,’ as well as the time frame given to the property owner by the Village to comply. Likewise, other pertinent information such as the actual length of time the Village has tried to obtain compliance by the property owner and any contact with the property owner.

Upon determination by the Property Maintenance Inspector that compliance is not forthcoming, the “formal board” is convened. The “Formal Board” after reviewing the facts would determine the next step to be taken by the Village concerning the violations at a given property. The next step would be to either send additional notices of violation or cite the property owner to Hamilton County Housing Court or Newtown Mayor’s Court.